

**441—93.137(239B) Written notification.**

**93.137(1) Applicants.** At the time of referral, applicants shall be notified verbally and hand-issued the notice of a scheduled appointment for orientation and FIA development. If the notice of appointment cannot be hand-issued, at least five working days shall be allowed from the date notice is mailed for an applicant to appear for the scheduled appointment for orientation and FIA development unless the applicant agrees to an appointment that is scheduled to take place in less than five working days.

**93.137(2) Participants.** Participants shall be notified in writing of all scheduled meetings, component assignments, work site assignments, and participation issues as described at rule 441—93.132(239B). Written notice to the participant shall also be provided when a physical examination, doctor's statement, employment verification, or other verification is required.

*a.* Participants shall be allowed 45 calendar days from the date notice is mailed to provide a physical examination report.

*b.* Five working days shall be allowed from the date notice is mailed for a participant to appear for scheduled meetings unless the participant agrees to an appointment that is scheduled to take place in less than five working days.

*c.* Five working days shall be allowed from the date notice is mailed for a participant to appear for component or work site assignments, provide a doctor's statement, employment verification, or provide other verification.

*d.* Additional time shall be allowed when it is verified that a participant is making every effort but is unable to fulfill requirements within the established time frames.